

AGARD-AG-235 (Addendum)

AD-A229 160

# AGARD

## **ADVISORY GROUP FOR AEROSPACE RESEARCH & DEVELOPMENT**

7 RUE ANCELLE 92200 NEUILLY SUR SEINE FRANCE

## **AGARDograph No.235 (Addendum)**

# List of Standards to Accompany Manual of Documentation Practices Applicable to Defence-Aerospace Scientific and Technical Information

**(Liste des Normes à Placer en Annexe au Manuel  
Concernant les Techniques Documentaires Applicables  
à l'Information Scientifique et Technique de la Défense  
et du Secteur Aérospatial)**

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AVAILABLE COPY**

# **NORTH ATLANTIC TREATY ORGANIZATION**



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ON BACK COVER**

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AGARD-AG-235 (Addendum)

NORTH ATLANTIC TREATY ORGANIZATION  
ADVISORY GROUP FOR AEROSPACE RESEARCH AND DEVELOPMENT  
(ORGANISATION DU TRAITE DE L'ATLANTIQUE NORD)

AGARDograph No.235 (Addendum)

## **List of Standards to Accompany Manual of Documentation Practices Applicable to Defence- Aerospace Scientific and Technical Information**

(Liste des Normes à Placer en Annexe au Manuel Concernant les Techniques  
Documentaires Applicables à l'Information Scientifique et Technique  
de la Défense et du Secteur Aérospatial)

by

The Standards Sub-Committee of  
the Technical Information Panel of AGARD

This AGARDograph has been prepared at the request of the  
Technical Information Panel of AGARD.

## The Mission of AGARD

According to its Charter, the mission of AGARD is to bring together the leading personalities of the NATO nations in the fields of science and technology relating to aerospace for the following purposes:

- Recommending effective ways for the member nations to use their research and development capabilities for the common benefit of the NATO community;
- Providing scientific and technical advice and assistance to the Military Committee in the field of aerospace research and development (with particular regard to its military application);
- Continuously stimulating advances in the aerospace sciences relevant to strengthening the common defence posture;
- Improving the co-operation among member nations in aerospace research and development;
- Exchange of scientific and technical information;
- Providing assistance to member nations for the purpose of increasing their scientific and technical potential;
- Rendering scientific and technical assistance, as requested, to other NATO bodies and to member nations in connection with research and development problems in the aerospace field.

The highest authority within AGARD is the National Delegates Board consisting of officially appointed senior representatives from each member nation. The mission of AGARD is carried out through the Panels which are composed of experts appointed by the National Delegates, the Consultant and Exchange Programme and the Aerospace Applications Studies Programme. The results of AGARD work are reported to the member nations and the NATO Authorities through the AGARD series of publications of which this is one.

Participation in AGARD activities is by invitation only and is normally limited to citizens of the NATO nations.

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## Foreword

The purpose of this Manual is to describe in a series of separately-published Volumes the basic documentation practices which are involved in the initial setting up, and subsequent operation of an Information-Library Organisation to provide defence-aerospace scientific and technical information services.

The manual has been planned by the AGARD Technical Information Panel and consists of:

- four volumes comprising twelve sections in all, each prepared by a well-known expert in the field.
- a fifth volume containing a comprehensive index.
- an addendum comprising a reference list of International, NATO, European and National Information Standards.

The publication layout is given on the following page(s).

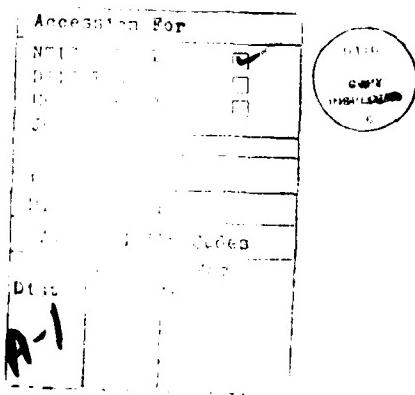
## Avant-Propos

Les différents volumes de ce manuel, qui sont édités séparément, fournissent la description des procédures documentaires de base demandées pour la création et l'exploitation d'une informatique, prestataire de services d'information techniques et scientifiques auprès de la communauté aérospatiale militaire.

Ce manuel a été réalisé par le Panel AGARD de l'Information Technique. Il consiste en:

- quatre volumes comprenant douze fascicules en tout, chacune rédigée par un spécialiste éminent.
- un cinquième volume contenant un index général.
- un addendum comprenant la liste officielle des normes Internationales, OTAN, Européennes et Nationales relatives aux activités de l'information.

Le plan de la publication est donné au verso.



Col Piero Marconi  
Chairman, Standards Sub-Committee,  
AGARD Technical Information Panel

# Condensed Contents

Detailed Contents of all Volumes follow

## Section

### VOLUME I

**1 Acquisition & Sources**, by P.F.Eckert

Types of material, screening, evaluation, sources in Governments and other countries, information on current research.

**2 Descriptive Cataloguing**, by B.P.Gladd, O.G.Luchaka and J.C.Wade

Functions, standardisation, corporate authors and other compatibility factors, document process sheets, manual and computer translations.

**3 Abstracting & Subject Analysis**, by T.C.Bearman

Abstracting standards, descriptor allocation, thesaurus, computer-aided indexing.

### VOLUME II

**4 Data Recording & Storage**, by J.H.Petrie

Data preparation rules, handling chemical compounds and scientific symbols, etc, card systems, tape typewriters, introduction to computerised operations.

**5 Mechanization Systems & Operations**, by V.J.Rogers

Basic mechanisation, in-house computer, minicomputers, bureau working.

**6 Announcement Services & Publications**, by E.H.Ridder

Selective dissemination of information, bulletin production, newsletters and digests, bibliographies.

### VOLUME III

**7 Information Retrieval**, by T.Norton

Manual systems, searching by computer, inverted files, KWIC, KWOC, on line systems, batch working, packaging of computer output.

**8 Dissemination Practices**, by F.S.Dyer

Register of users initial distribution, specific requests, recording and recall, guidelines on sensitive aspects, state of art reviews, translations, survey of dissemination practices in various countries.

**9 Microform Systems and Reprography**, by P.Rolls

Preparation and reproduction of technical publications, microfiche preparation and duplication, COM, CIM, readers and printers, photocopying, printing processes.

### VOLUME IV

**10 Security Storage & Control**, by M.G.Sims

Security Gradings, access to sensitive documents, physical security, control of document movements.

**11 Organisation & Management**, by Dr D.M.Leitch

Aims and objectives, staffing, promotional activities, identifying users.

**12 Networks & External Sources of Information**, by P.F.Eckert, H.G.Wyne, W.A.Martin and A.Bodini

National and international networks, telecommunication equipment, line techniques, data bases available, costs involved.

**VOLUME V**

**Index to the Whole Manual** (other than the Addendum)

**ADDENDUM**

**List of Standards**

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## **Introduction to List of Standards**

The application of suitable standards is essential for effective information work, particularly when setting up information services or expanding them. Whenever possible, existing standards should be adopted to reduce individual effort and to guarantee maximum compatibility.

This list of standards has been grouped according to the field of application for easy reference. It is recommended that the standards should be considered as having the following priority:

- International
- NATO
- European
- National

The list is not exhaustive and will receive regular updates. Any proposals for alterations and additions should be addressed to:

TIP Executive  
 Advisory Group for Aerospace Research and Development  
 7 rue Ancelle — 92200 Neuilly-sur-Seine  
 France

## **Introduction à la Liste des Normes**

La mise en application de normes adéquates est d'une importance vitale pour l'industrie de l'information, et en particulier lors de la création ou de l'expansion de centres serveurs. Dans la mesure où des normes existent, elles doivent être adoptées afin de minimiser la charge de travail et de garantir le maximum de compatibilité.

La liste des normes a été établie par domaine d'application pour faciliter les recherches. Les différentes normes doivent être consultées selon l'ordre de priorité suivante:

- Normes Internationales
- Normes OTAN
- Normes Européennes
- Normes Nationales

Cette liste n'est pas exhaustive. Elle sera mise à jour régulièrement. Veuillez adresser toute proposition de modification ou de rajout à:

TIP Exécutif  
 Groupe Consultatif la Recherche et les Réalisations Aérospatiales  
 7 rue Ancelle — 92200 Neuilly sur Seine  
 France

INFORMATION AND DOCUMENTATION STANDARDS		INTERNATIONAL
<b>INT 1. ORGANISATION, PREPARATION AND PRODUCTION</b>		
<b>INT 1.1 PRESENTATION</b>		
ISO 0004 1984 DOCUMENTATION - RULES FOR ABBREVN OF TITLE WORDS & TITLES OF PUBNS ISO 0008 1977 DOCUMENTATION - PRESENTATION OF PERIODICALS ISO 0018 1981 DOCUMENTATION - CONTENTS LIST OF PERIODICALS ISO 0214 1976 DOCUMENTATION - ABSTRACTS FOR PUBNS & DOCUMENTATION ISO 0215 1986 DOCUMENTATION - PRESENTATION OF CONTRIBUTIONS TO PERIODICALS AND OTHER SERIALS ISO 0690 1987 DOCUMENTATION - BIBLIOGRAPHICS REFS - CONTENT, FORM AND STRUCTURE ISO 0932 1975 DOCUMENTATION - BIBLIOGRAPHICAL REFS - ABBREVIATION OF TYPICAL WORDS ISO 0999 1975 DOCUMENTATION - INDEX OF A PUBLICATION ISO 1086 1975 DOCUMENTATION - TITLE LEAVES OF A BOOK ISO 2108 1978 DOCUMENTATION - INTERNATIONAL STANDARD BOOK NUMBERING (ISBN) ISO 2145 1978 DOCUMENTATION - NUMBERING OF DIVISIONS AND SUBDIVISIONS IN WRITTEN DOCS ISO 2384 1977 DOCUMENTATION - PRESENTATION OF TRANSLATIONS ISO 3297 1975 DOCUMENTATION - INTERNATIONAL STANDARD SERIAL NUMBERING (ISSN) ISO 5122 1979 DOCUMENTATION - ABSTRACT SHEETS IN SERIAL PUBLICATIONS ISO 5966 1982 DOCUMENTATION - PRESENTATION OF SCIENTIFIC AND TECHNICAL REPORTS ISO 6357 1985 DOCUMENTATION - SPINE TITLES ON BOOKS AND OTHER PUBLICATIONS ISO 7144 1986 DOCUMENTATION - PRESENTATION OF THESES AND SIMILAR DOCUMENTS ISO 7275 1985 DOCUMENTATION - PRESENTATION OF TITLE INFORMATION OF SERIES ISO/R 0030 1956 BIBLIOGRAPHICAL STRIP		
<b>INT 1.2 TRANSLITERATION AND ROMANIZATION</b>		
ISO 0009 1986 DOCUMENTATION - TRANSLITERATION OF SLAVIC CYRILLIC CHARACTERS INTO LATIN CHARACTERS ISO 0233 1984 DOCUMENTATION - TRANSLITERATION OF ARABIC CHARACTERS INTO LATIN CHARACTERS ISO 0259 1984 DOCUMENTATION - TRANSLITERATION OF HEBREW CHARACTERS INTO LATIN CHARACTERS ISO 3602 1989 DOCUMENTATION - ROMANIZATION OF JAPANESE (KANA SCRIPT) ISO 7098 1982 DOCUMENTATION - ROMANIZATION OF CHINESE ISO/R 0843 1968 INTERNATL SYSTEM FOR TRANSLITERATION OF GREEK CHARACTERS TO LATIN CHARACS		
<b>INT 1.3 TERMINOLOGY &amp; THESAURI</b>		
ISO 0639 1988 CODE FOR THE REPRESENTATION OF NAMES OF LANGUAGES BILINGUAL EDITION ISO 0704 1987 PRINCIPLES AND METHODS OF TERMINOLOGY ISO 1951 1973 LEXICOGRAPHICAL SYMBOLS PARTICULARLY FOR USE IN CLASSPD DEFINING VOCABS ISO 2788 1986 DOCUMENTN-GUIDELINES FOR ESTABMT & DEVLPMNT OF MONOLINGUAL THESAURI ISO 3166 1988 CODES FOR THE REPRESENTATION OF NAMES OF COUNTRIES ISO 5127/1 1983 DOCUMENTN & INFO-VOCAB-PT2: BASIC CONCEPTS (BILINGUAL EDITION) ISO 5127/2 1983 DOCUMENTN & INFO-VOCAB-PT2: TRADITIONAL DOCUMENTS (BILINGUAL EDITION) ISO 5127/3A 1981 DOCUMENTN & INFO-VOCAB-SECT 3A: ACQN, IDENTFN & ANALYSIS ETC(BILINGUAL EDITN) ISO 5127/6 1983 DOCUMENTN & INFO-VOCAB-PT6: DOCUMENTARY LANGUAGES (BILINGUAL EDITION) ISO 5127/11 1987 DOCUMENTN & INFO-VOCAB-PT11: AUDIO-VISUAL DOCUMENTS (BILINGUAL EDITION) ISO 5963 1985 DOCUMENTN-METHODS FOR EXAMINING DOCUMENTS, DETERMINING THEIR SUBJECTS, AND SELECTING INDEXING TERMS ISO 5964 1985 DOCUMENTATION - GUIDELINES FOR THE ESTABMT & DEVLPMNT OF MULTILINGUAL THESAURI ISO/R 0860 1968 INTERNATIONAL UNIFICATION OF CONCEPTS AND TERMS ISO/R 0919 1969 GUIDE FOR THE PREPARATION OF CLASSIFIED VOCABULARIES (EXAMPLE OF METHOD) ISO/R 1087 1969 VOCABULARY OF TERMINOLOGY ISO/R 1149 1969 LAYOUT OF MULTILINGUAL CLASSIFIED VOCABULARIES		
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ISO 8879 1986 INFORMATION PROCESSING, TEXT AND OFFICE SYSTEMS, STANDARD GENERALIZED MARKUP LANGUAGE (SGML) ISO 8879-1 1988 INFORMATION PROCESSING, TEXT AND OFFICE SYSTEMS, STANDARD GENERALIZED MARKUP LANGUAGE (SGML); AMENDMENT 1 ISO 9069 1988 INFORMATION PROCESSING, SGML SUPPORT FACILITIES, SGML DOCUMENT INTERCHANGE FORMAT (SDIF) ISO/TR 9544 1988 INFORMATION PROCESSING, COMPUTER-ASSISTED PUBLISHING, VOCABULARY ISO/TR 9573 1988 INFORMATION PROCESSING, SGML SUPPORT FACILITIES, TECHNIQUES FOR USING SGML		

INFORMATION AND DOCUMENTATION STANDARDS INTERNATIONAL  
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INT 2. STORAGE, PROCESSING AND RETRIEVAL  
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INT 2.1 MASS STORAGE  
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ISO 2146 1988 DOCUMENTATION - DIRECTORIES OF LIBRARIES, ARCHIVES, INFORMATION & DOCUMENTATION CENTRES, AND THEIR DATA BASES  
ISO 7154 1983 DOCUMENTATION - BIBLIOGRAPHIC FILING PRINCIPLES  
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ISO 5427 1984 EXTN OF CYRILLIC ALPHABET CODED CHARACTER SET FOR BIBLIO INFO INTCHANGE  
ISO 5428 1984 GREEK ALPHABET CODED CHARACTER SET FOR BIBLIO INFO INTERCHANGE  
ISO 6436 1983 DOCUMENTATION - AFRICAN CODED CHARACTER SET FOR BIBLIO INFQ INTERCHANGE  
ISO 6630 1986 DOCUMENTATION - BIBLIOGRAPHIC CONTROL CHARACTERS

INT 2.3 PROCESSING  
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INFORMATION AND DOCUMENTATION STANDARDS INTERNATIONAL

INT 3. DISSEMINATION AND COMMUNICATION

INT 3.1 PAPER

ISO 0690 1987 DOCUMENTATION, BIBLIOGRAPHIC REFS - CONTENT, FORM AND STRUCTURE  
ISO 5428 1984 GREEK ALPHABET CODED CHARACTER SET FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE

INT 3.2 MICROFORM

ISO 5123 1984 DOCUMENTATION - HEADERS FOR MICROPICHE OF MONOGRAPHS & SERIALS

INT 3.3 ELECTRONIC

ISO 2709 1981 DOCUMENT - FORMAT FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE ON MAGNETIC TAPE  
ISO 2789 1974 INTERNATIONAL LIBRARY STATISTICS  
ISO 3297 1986 DOCUMENTATION - INTERNATIONAL STANDARD SERIAL NUMBERING (ISSN)  
ISO 3901 1986 DOCUMENTATION - INTERNATIONAL STANDARD RECORDING CODE (ISRC)  
ISO 6156 1987 MAGNETIC TAPE EXCHANGE FORMAT FOR TERMINOLOGICAL/LEXICOGRAPHICAL RECORDS (MATER)  
ISO 7372 1986 TRADE DATA INTERCHANGE - TRADE DATA ELEMENTS DIRECTORY  
ISO 8440 1986 LOCATION OF CODES IN TRADE DOCUMENTS  
ISO 8459-1 1988 DOCUMENTATION - BIBLIOGRAPHIC DATA ELEMENTS DIRECTORY - PART 1 : INTERLOAN APPLICATIONS  
ISO 8601 1988 DATA ELEMENTS AND INTERCHANGE FORMATS - INFORMATION INTERCHANGE - REPRESENTATION OF  
DATES AND TIMES  
ISO 9115 1987 DOCUMENTATION - BIBLIOGRAPHIC IDENTIFICATION (BIBLID) OF CONTRIBUTIONS IN SERIALS AND  
BOOKS  
ISO 9735 1988 ELECTRONIC DATA INTERCHANGE FOR ADMINISTRATION, COMMERCE AND TRANSPORT (EDIPACT),  
APPLICATION LEVEL SYNTAX RULES

INFORMATION AND DOCUMENTATION STANDARDS		NATO
NATO 1. ORGANISATION, PREPARATION AND PRODUCTION		
NATO 1.1 PRESENTATION		
AAP 3(B) A(70)118 EXS(89)82	DEVELOPMENT, PREPARATION, PRODUCTION AND UPDATING OF STANDARDS AND APPS PREPARATION AND LAYOUT OF NATO DOCUMENTS SECRETARIAT HANDBOOK (1987) (DRAFT) NATO COMMITTEES AND/OR SUBORDINATE GROUPS - POLICY REGARDING THEIR ESTABLISHMENT, MEETINGS OUTSIDE BRUSSELS, AND METHOD OF WORK (INCLUDES PRESENTATION GUIDELINE FOR CERTAIN TYPES OF DOCUMENTS)	
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NATO 1.3 TERMINOLOGY AND THESAURI		
AAP-6 AAP-15 AAP-17 AAP-21 AAP-23 AAP-24 AAP-25 ADaptP-1 ACodP-1	NATO GLOSSARY OF TERMS AND DEFINITIONS NATO GLOSSARY OF ABBREVIATIONS NATO GLOSSARY OF ENGINEER TERMS AND DEFINITIONS NATO GLOSSARY OF NBC TERMS AND DEFINITIONS NATO GLOSSARY OF PACKAGING TERMS AND DEFINITIONS MATERIALS HANDLING GLOSSARY OF TERMS AND DEFINITIONS NATO COMMON INFORMATION EXCHANGE GLOSSARY OF TERMS AND DEFINITIONS ADP NATO GLOSSARY NATO MANUAL FOR CODIFICATION	
NATO 1.4 ELECTRONIC PUBLISHING		

INFORMATION AND DOCUMENTATION STANDARDS

NATO

NATO 2. STORAGE, PROCESSING AND RETRIEVAL

NATO 2.1 MASS STORAGE

NATO 2.2 CHARACTER SETS

NATO 2.3 PROCESSING

NATO REGISTRY SYSTEM. USER GUIDE FOR CENTRAL INDEX (DRAFT) (11 JANUARY 1989, BY ISB,  
CITCBN, NATO HQ)

**INFORMATION AND DOCUMENTATION STANDARDS****NATO****NATO 3. DISSEMINATION AND COMMUNICATION****NATO 3.1 PAPER****A5(89)250**

REGISTRY MANUAL (TO BE REVISED). THE REGISTRY GUIDE GIVES DIRECTIONS FOR A WIDE RANGE OF ISSUES, INCLUDING ORGANIZATION OF THE REGISTRY, HANDLING OF DOCUMENTS, DIRECTIVES FOR MICROFILM UNIT, BUT IN GENERAL IT IS AN ADMINISTRATIVE GUIDE, DETAILING RESPONSIBILITIES AND DUTIES. IT IS NOT A GUIDE SPECIFYING TECHNICAL DETAILS.

**NATO 3.2 MICROFORM****NATO 3.3 ELECTRONIC**

INFORMATION AND DOCUMENTATION STANDARDS -----  
EU 1. ORGANISATION, PREPARATION AND PRODUCTION -----  
EU 1.1 PRESENTATION -----

EUROPE

EU 1.2 TRANSLITERATION AND ROMANIZATION -----

EU 1.3 TERMINOLOGY AND THESAURI -----

EU 1.4 ELECTRONIC PUBLISHING -----

**INFORMATION AND DOCUMENTATION STANDARDS****EUROPE****BU 2. STORAGE, PROCESSING AND RETRIEVAL****BU 2.1 MASS STORAGE****BU 2.2 CHARACTER SETS****BU 2.3 PROCESSING**

INFORMATION AND DOCUMENTATION STANDARDS

EUROPE

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EU 3. DISSEMINATION AND COMMUNICATION

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EU 3.1 PAPER

-----  
EU 3.2 MICROFORM

-----  
EN 2547

FILMING OF DOCUMENTS - MICROFILM 105MM (MICROFICHE A6)

-----  
EU 3.3 ELECTRONIC

## INFORMATION AND DOCUMENTATION STANDARDS

FRANCE

## PR 1. ORGANISATION, PREPARATION AND PRODUCTION

## PR 1.1 PRESENTATION

NF Q 01-002		LIST OF PAPERS AND BOARDS CLASSIFIED ACCORDING TO USE
NF Q 11-001		PAPERS AND BOARD, CHARACTERISTICS OF PAPER FOR TYPING (ORIGINALS)
NF Q 31-003		PAPER AND BOARD, SIZES OF INDEX CARDS
NF Q 67-002		PREPARATION OF WORK FOR PRINTING
X 00-001		FRENCH STANDARDS, DRAFTING RULES, STANDARD PRESENTATION, PRACTICAL RECOMMENDATIONS
X 02-020		GUIDE FOR TERMS USED IN NAMES FOR PHYSICAL QUANTITIES
NF Z 41-001	1970	DOCUMENTATION - LAYOUT OF PERIODICALS
NF Z 41-003	1974	DOCUMENTATION - PRESENTATION OF CONTRIBUTIONS TO PERIODICALS
NF Z 41-004	1979	DOCUMENTATION - PRESENTATION OF TRANSLATIONS
Z 41-006	1983	DOCUMENTATION - PRESENTATION OF DISSERTATIONS AND SIMILAR DOCUMENTS
NF Z 41-008	1982	DOCUMENTATION - PRESENTATION OF LEGAL REGULATORY AND USUAL NOTICES IN PUBLICATIONS
Z 41-010	1987	DOCUMENTATION - SPINE TITLES ON BOOKS AND OTHER PUBLICATIONS (IDT ISO 6357)
NF ISO 3297	1987	DOCUMENTATION - INTERNATIONAL STANDARD SERIAL NUMBERING (ISSN)
(Z 41-100)		
NF Z 44-004	1984	DOCUMENTATION - RECOMMENDATIONS TO AUTHORS OF SCIENTIFIC AND TECHNICAL ARTICLES FOR THE WORDING OF ABSTRACTS
Z 44-005	1987	DOCUMENTATION - BIBLIOGRAPHIC REFERENCES, CONTENT, FORM AND STRUCTURE (IDT ISO 690)

## PR 1.2 TRANSLITERATION AND ROMANIZATION

NF ISO 9	1989	DOCUMENTATION - TRANSLITERATION OF SLAVIC CYRILLIC CHARACTERS INTO LATIN
(Z 46-001)		
NF Z 46-002	1963	DOCUMENTATION - TRANSLITERATION OF ARABIC CHARACTERS IN LATIN CHARACTERS
NF Z 46-003	1964	TRANSLITERATION - TRANSLITERATION OF HEBREW IN LATIN CHARACTERS
Z 46-010	1982	ROMANIZATION OF CHINESE

## PR 1.3 TERMINOLOGY AND THESAURI

1987		GLOSSARY OF DOCUMENTATION TERMS - 2th EDITION (COLLECTION LES DOSSIERS DE LA NORMALISATION)
1986		VOCABULAIRE DES ARCHIVES - ARCHIVISTIQUE ET DIPLOMATIQUE CONTEMPORAINE (COLLECTION LES DOSSIERS DE LA NORMALISATION)
X 03-002	1988	CODE FOR THE REPRESENTATION OF NAMES OF LANGUAGES (IDT ISO 639)
Z 44-000	1988	CODES FOR THE REPRESENTATION OF NAMES OF COUNTRIES (IDT ISO 3166)
NF Z 47-100	1981	RULES FOR THE ESTABLISHMENT OF THESAURI LANGUAGE
Z 47-101	1980	DOCUMENTATION - GUIDELINES FOR THE ESTABLISHMENT OF MULTILINGUAL THESAURI
NF Z 47-102	1978	GENERAL METHODS FOR ANALYSING DOCUMENTS AND DETERMINING THEIR SUBJECTS
Z 47-103	1980	DOCUMENTATION - MONOLINGUAL AND MULTILINGUAL THESAURI, SYMBOLIZATION OF RELATIONS
NF Z 47-200	1985	DOCUMENTATION - SUBJECT AUTHORITY LIST - STRUCTURE AND DIRECTIONS FOR USE
Z 61-000	1986	INTERNATIONAL DATA PROCESSING VOCABULARY

## PR 1.4 ELECTRONIC PUBLISHING

NF ISO 2955	1988	INFORMATION PROCESSING, REPRESENTATION OF SI AND OTHER UNITS IN SYSTEMS WITH LIMITED CHARACTER SETS
NF ISO 8601	1988	DATA ELEMENTS AND INTERCHANGE FORMATS, INFORMATION INTERCHANGE, REPRESENTATION OF DATES AND TIMES
(Z 69-200)		
Z 69-201	1983	STANDARDIZATION OF HUMAN BLOOD GROUPS
Z 69-202	1982	DATA PROCESSING CHECK CHARACTER SYSTEMS
NF Z 69-203	1983	DATA INTERCHANGE - IDENTIFICATION OF ORGANIZATIONS
NF Z 69-204	1983	STANDARD REPRESENTATION OF LATITUDE, LONGITUDE AND ALTITUDE FOR GEOGRAPHIC POINT LOCATIONS
Z 69-300	1975	REPRESENTATION OF POSTAL ADDRESS FOR INTERCHANGE IN DATA PROCESSING SYSTEMS
Z 99-001	1988	PROCESSING SYSTEMS FOR TECHNICAL INFORMATION - COMPONENT LIBRARY - DATA FORMAT AND STRUCTURE
Z 99-002	1988	PROCESSING SYSTEMS FOR TECHNICAL INFORMATION - COMPONENT LIBRARY - PROCEDURE FOR REGISTRATION AND IDENTIFICATION OF DATA PRODUCERS AND INTEGRATORS
Z 99-100	1988	PROCESSING SYSTEMS FOR TECHNICAL INFORMATION - COMPONENT LIBRARY - PROGRAMMING INTERFACE FOR COMPUTER AIDED DESIGN

**INFORMATION AND DOCUMENTATION STANDARDS****FRANCE****PR 2. STORAGE, PROCESSING AND RETRIEVAL****PR 2.1 MASS STORAGE**

NY 5 44-001 1969 DOCUMENTATION - ALPHABETIC FILING OF DENOMINATIONS  
X 44-080 1986 DOCUMENTATION - BIBLIOGRAPHIC FILING RULES  
X 64 MAGNETIC TAPE AND DISKS, PAPER TAPE AND CARDS

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X 63 CHARACTER SETS, OPTICAL CHARACTER RECOGNITION, BAR CODES

**PR 2.3 PROCESSING**

X 67 RECOMMENDATIONS FOR SOFTWARE QUALITY ASSURANCE, SOFTWARE DOCUMENTATION  
X 73 COMPUTER GRAPHICS

**INFORMATION AND DOCUMENTATION STANDARDS****FRANCE****-----  
FR 3. DISSEMINATION AND COMMUNICATION****-----  
PR 3.1 PAPER****-----  
Z 45-005 1983 DOCUMENT REQUEST FORM****FR 3.2 MICROFORM****-----  
Z 43 COLOUR MICROFORMS, APERTURE CARDS, READERS LEGIBILITY TESTS, ARCHIVAL RECORDS****FR 3.3 ELECTRONIC****-----  
NF ISO 2709 1987 DOCUMENTATION - FORMAT FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE ON MAGNETIC TAPE  
(Z47-300)  
Z 60 INTERWORKING IN AN OSI ENVIRONMENT  
Z 66 INFORMATION SYSTEMS INTERCONNECTION  
Z 68-300 1985 DATA EXCHANGE AND TRANSFER**

INFORMATION AND DOCUMENTATION STANDARDS		GERMANY
<b>GE 1. ORGANISATION, PREPARATION AND PRODUCTION</b>		
<b>GE 1.1 PRESENTATION</b>		
DIN 198	TRIMMED SIZES OF PAPER	
DIN 476	TRIMMED SIZES OF PAPER	
DIN 1355 PT1	ABBREVIATION OF DESIGNATIONS, ELEMENTARY ABBREVIATIONS	
DIN 1421	ARRANGEMENT AND NUMBERING IN TEXTS; CLAUSES, PARAGRAPHS, ENUMERATIONS	
DIN 1422 PT1	PUBLICATIONS IN SCIENCES, TECHNOLOGY, ECONOMY AND ADMINISTRATION; PRESENTATION OF MANUSCRIPTS AND TYPESCRIPTS	
DIN 1422 PT2	PUBLICATIONS IN SCIENCES, TECHNOLOGY, ECONOMY AND ADMINISTRATION; PRESENTATION OF CLEAN COPIES FOR REPROGRAPHIC USE	
DIN 1422 PT3	PUBLICATIONS IN SCIENCES, TECHNOLOGY, ECONOMY AND ADMINISTRATION; TYPOGRAPHICAL PRESENTATION	
DIN 1426	ABSTRACTS FOR INFORMATION AND DOCUMENTATION	
DIN 1427	LISTS OF SERIAL PUBLICATIONS; RULES	
DIN 1428	CONTENTS PAGE IN PERIODICALS AND SIMILAR PUBLICATIONS	
DIN 1429	TITLE LEAVES AND COVER INSCRIPTION ON BOOKS	
DIN 1430	INTERNATIONAL STANDARD SERIAL NUMBER (ISSN)	
DIN 1462	INTERNATIONAL STANDARD BOOK NUMBERING (ISBN)	
DIN 1464	LOOSE-LEAF MANUALS; SUPPLEMENTS; LAYOUT AND SYSTEM OF ORDERING	
DIN 1501	PERIODICALS; BIBLIOGRAPHICAL IDENTIFICATION ON THE COVER	
DIN 1502	RULES FOR THE ABBREVIATION OF TITLE WORDS AND TITLES OF PUBLICATIONS	
DIN 1503	PRESENTATION OF SCIENTIFIC AND TECHNICAL PERIODICALS	
DIN 1505	BIBLIOGRAPHIC REFERENCES TO DOCUMENTS; RULES FOR CITING	
DIN 1505 PT 1	BIBLIOGRAPHICAL REFERENCES TO DOCUMENTS; FULL REFERENCES TO PRINTED AND PUBLISHED DOCUMENTS	
DIN 2339	PREPARATION AND PRESENTATION OF PUBLICATIONS WITH TERMINOLOGICAL DETERMINATIONS; STAGES OF TERMINOLOGICAL WORK	
DIN 5007	RULES FOR ALPHABETICAL ARRANGEMENT (ABC RULES)	
DIN 16 507	TYPOGRAPHICAL MEASURE	
DIN 16 511	PROOFMARKS	
DIN 31 623 PT1	INDEXING FOR DESCRIBING THE CONTENTS OF DOCUMENTS; CONCEPTS, PRINCIPLES	
DIN 31 623 PT2	INDEXING FOR DESCRIBING THE CONTENTS OF DOCUMENTS; COORDINATE INDEXING WITH DESCRIPTORS	
DIN 31 630	ESTABLISHMENT OF INDEXES; PRINCIPLES; FORMAL PRESENTATION OF PRINTED INDEXES	
DIN 31 631 PT 1	DATA ELEMENT CATALOGUE FOR BIBLIOGRAPHIC DATA; CONCEPTS AND PRESENTATION	
<b>GE 1.2 TRANSLITERATION AND ROMANIZATION</b>		
DIN 1460	CONVERSION OF CYRILLIC ALPHABETS OF SLAVIC LANGUAGES	
DIN 2335	LANGUAGE CODES (ANNEX: AUTHORITY SYMBOLS)	
DIN 31 634	CONVERSION OF THE GREEK ALPHABET	
DIN 31 635	CONVERSION OF THE ARABIC ALPHABET	
DIN 31 636	CONVERSION OF THE HEBREW ALPHABET	
<b>GE 1.3 TERMINOLOGY AND THESAURI</b>		
DIN 1301	UNITS, NAMES, SYMBOLS	
DIN 1304	GENERAL SYMBOLS FOR USE IN FORMULAE	
DIN 1313	PHYSICAL QUANTITIES AND EQUATIONS; CONCEPTS, METHODS OF WRITING TIME; CALENDAR, NUMBERING OF WEEKS, DATE OF DAY, (CLOCK) TIME	
DIN 1355	WRITING AND TYPESETTING OF FORMULAE	
DIN 1388	HANDWRITINGS	
DIN 1455	GRAPHICAL REPRESENTATION IN SYSTEMS OF COORDINATES	
DIN 1461	CONCEPTS AND TERMS; GENERAL PRINCIPLES	
DIN 2330	SYSTEMS OF CONCEPTS AND THEIR PRESENTATION	
DIN 2331	INTERNATIONAL UNIFICATION OF CONCEPTS AND OF THEIR CORRESPONDING TERMS	
DIN 2332	SHORT FORMS FOR TERMS AND NAMES; CONCEPTS AND RULES	
DIN 2340	COUNTRY CODES	
DIN 3166	GUIDELINES FOR THE ESTABLISHMENT AND DEVELOPMENT OF THESAURI	
<b>GE1.4 ELECTRONIC PUBLISHING</b>		

INFORMATION AND DOCUMENTATION STANDARDS GERMANY  
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GE 2.1 STORAGE, PROCESSING AND RETRIEVAL  
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GE 2.1.1 MASS STORAGE  
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DIN 1506 FORMATT FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE  
DIN 31 626 INFORMATION PROCESSING; BIBLIOGRAPHIC CONTROL CHARACTERS

GE.2.2 CHARACTER SETS

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DIN 31 624 EXTENDED LATIN ALPHABET CHARACTER SET FOR BIBLIOGRAPHIC USE  
DIN 31 627 CHARACTER SETS FOR BIBLIOGRAPHIC USE; LEVELS AND UNIFORM SUBSTITUTIONS FOR OUTPUT  
DIN 31 628 CHARACTER SETS FOR BIBLIOGRAPHIC USE; LEVELS OF CHARACTER SETS FOR INPUT  
DIN 31 629 GREEK ALPHABET CODED CHARACTER SET FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE  
DIN 31 631 PT1 DATA ELEMENT CATALOGUE FOR BIBLIOGRAPHIC DATA; CONCEPTS AND PRESENTATION  
DIN 44 300 INFORMATION PROCESSING; VOCABULARY  
DIN 44 300 B INFORMATION PROCESSING; SYNOPSIS OF TERMS FOR DATA MEDIA  
DIN 66 002 INFORMATION PROCESSING, HANDLING OF THE DIGIT 0 AND OF THE UPPER CASE LETTER O  
DIN 66 200 PT1 DATA PROCESSING SYSTEMS OPERATION, CONCEPTS; JOB PROCESSING  
DIN 66 233 PT1 DISPLAY WORK STATIONS; VOCABULARY

GE. 2.3 PROCESSING

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DIN 6723 PT 1 PAPERS FOR DATA PROCESSING  
DIN 6724 PT 1 PAPERS FOR DATA PROCESSING  
DIN 9771 PAPERS FOR DATA PROCESSING  
DIN ISO 5218 INFORMATION PROCESSING, INFORMATION INTERCHANGE  
DIN ISO 7064 DATA PROCESSING, CHECK CHARACTER SYSTEMS

INFORMATION AND DOCUMENTATION STANDARDS -----  
 GE 3. DISSEMINATION AND COMMUNICATION -----  
 GE 3.1 PAPER -----

GERMANY

GE 3.2 MICROFORM -----  
 DIN 15 556 SAFETY FILM, RAW STOCK; RECOMMENDED CLIMATIC CONDITIONS FOR STORAGE, PROCESSING AND  
 HANDLING  
 DIN 19 051 PT1 TESTS FOR REPROGRAPHIC USE; ISO-CHARACTER NO 1 AND NO 2  
 DIN 19 051 PT2 TESTS FOR REPROGRAPHIC USE; FUNDAMENTAL ASSEMBLY OF TYPOGRAPHICAL CHARACTERS FOR  
 LEGIBILITY TESTS AND TEST CHART FOR DESTINATION OF RESOLVING POWER  
 DIN 19 054 PT1 TRANSPARENT MICROFICHE; USE IN PRACTICE, GENERAL DATA, MICROPILMING METHODS, TABULAR  
 SUMMARY OF IMAGE ARRANGEMENTS  
 DIN 19 054 PT2 TRANSPARENT MICROFICHE; SIZE A6, 5 LINES; DIMENSIONS, CONTENT OF INFORMATION,  
 REDUCTION RATIO  
 DIN 19 054 PT3 TRANSPARENT MICROFICHE; SIZE A6, 7 LINES; DIMENSIONS, CONTENT OF INFORMATION,  
 REDUCTION RATIO  
 DIN 19 054 PT4 TRANSPARENT MICROFICHE; SIZE A6, 18 AND 9 LINES; DIMENSIONS, CONTENT OF INFORMATION,  
 REDUCTION RATIOS  
 DIN 19 054 PT5 TRANSPARENT MICROFICHE; SIZE A6, 15 LINES; DIMENSIONS, CONTENT OF INFORMATION,  
 REDUCTION RATIO  
 DIN 19 059 PT2 MICROFILMS; GRAPHICAL SYMBOLS FOR MICROPILMING FOR USE IN PRACTICE, APPLICATION AND  
 SUMMARY  
 DIN 19 063 PT1 MICROFILM JACKET; CONTENT OF INFORMATION, GENERAL DATA  
 DIN 19 063 PT2 MICROFILM JACKET; DIMENSIONS  
 DIN 19 065 PT1 COMPUTER-OUTPUT-MICROFILM COM; TERMS, GENERAL DATA  
 DIN 19 065 PT2 COM SIZE A6, 13 LINES; DIMENSIONS, CONTENT OF INFORMATION, REDUCTION RATIO  
 DIN 19 065 PT3 COM SIZE A6, 7 AND 15 LINES; DIMENSIONS, CONTENT OF INFORMATION, REDUCTION RATIO  
 DIN 19 070 PT3 STORAGE QUALITY OF PROCESSED PHOTOSENSITIVE MATERIALS; PRESERVATION OF PROCESSED  
 PHOTOSENSITIVE FILMS  
 DIN 19 078 PT4 MICROFILMTECHNICS; MICROFILM READERS, MINIMUM INFORMATIONS IN DATA SHEETS

GR 3.3 ELECTRONIC -----  
 DIN 2341 MAGNETIC TAPE EXCHANGE FORMAT FOR TERMINOLOGICAL/LEXICOGRAPHICAL RECORDS (MATER)  
 DIN V ENV 41101 INFORMATION SYSTEMS INTERCONNECTION  
 DIN V ENV 41102 INFORMATION SYSTEMS INTERCONNECTION  
 DIN V ENV 41201 PRIVATE MESSAGE HANDLING SYSTEM  
 DIN V ENV 41901 INTERFACES TO PACKET SWITCHED DATA NETWORK

## INFORMATION AND DOCUMENTATION STANDARDS

GREECE

## GR 1. ORGANISATION, PREPARATION AND PRODUCTION

## GR 1.1 PRESENTATION

ELOT 367 1979 LIBRARY CATALOGUE CARDS - DIMENSIONS  
ELOT 371 1981 DOCUMENTATION - INTERNATIONAL STANDARD BOOK NUMBERING  
ELOT 676 DOCUMENTATION - TITLE PAGE  
ELOT 719 DOCUMENTATION-OUTLINE ISBD(M)-ABRIDGEMENT OF INTNTL STD FOR MONOGRAPHIC PUBNS  
SLOT 720 DOCUMENTATION - ABSTRACT SHEETS IN SERIAL PUBLICATIONS

## GR 1.2 TRANSLITERATION AND ROMANIZATION

ELOT 743 1982 CONVERSION OF GREEK CHARACTERS INTO LATIN CHARACTERS

## GR 1.3 TERMINOLOGY AND THESAURI

## GR 1.4 ELECTRONIC PUBLISHING

INFORMATION AND DOCUMENTATION STANDARDS

GREECE

GR 2. STORAGE, PROCESSING AND RETRIEVAL

GR 2.1 MASS STORAGE

GR 2.2 CHARACTER SETS

ELOT 926 INFO PROCESSNG-7 BIT GR CODED CHAR SET FOR USE IN 7 & 8 BIT ENVIRMENT IN VIDEOTEX  
ELOT 927 1986 INFO PROCESSNG-GRAFIC CHAR SET-7 BIT REPRESENTATION OF GR & LATIN ALPHABET  
ELOT 928 1986 INFO PROCESSNG-GRAFIC CHAR SET-8 BIT REPRESENTATION OF GR & LATIN ALPHABET

GR 2.3 PROCESSING

INFORMATION AND DOCUMENTATION STANDARDS

GREECE

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GR 3. DISSEMINATION AND COMMUNICATION  
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GR 3.1 PAPER  
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GR 3.2 MICROFORM  
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GR 3.3 ELECTRONIC  
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ELOT 633

DOCUMENTATION - FORMAT FOR BIBLIOGRAPHIC INFO INTCHGE ON MAGNETIC TAPE

INFORMATION AND DOCUMENTATION STANDARDS			NETHERLANDS
<b>NE 1. ORGANISATION, PREPARATION AND PRODUCTION</b>			
<b>NE 1.1 PRESENTATION</b>			
NEN 917 1962 LITERATUURVERWIJZINGEN			
NEN 1452 1960 RUGTITEL OP BOEKWERKEN EN DERGELIJKE			
NEN 1471 1962 BIBLIOGRAFISCHE KAARTEN, FICHES EN STROKEN			
ONTW. 3520 1981 DOCUMENTATIE, INTERNATIONAAL STANDAARDNUMMER VOOR SERIELE PUBLIKATIES. ISSN			
ONTW. 3522 1982 DOCUMENTATIE, INTERNATIONAAL STANDAARDNUMMER VOOR SERIELE PUBLIKATIES. ISSN			
NEN-ISO 214 1980 REFERATEN VOOR PUBLIKATIES EN DOCUMENTATIE (NEDERLANDSE VERTALING VAN ISO 214-1976)			
NEN-ISO 5122 1981 DOCUMENTATIE. REFERATENBLADZIJDEN IN PERIODIEKEN (ISO 5122-1979)			
NEN 782 1962 AFKORTING VAN TIJDSCRIFTITTITLES			
NEN 783 1962 TITELVOET VAN TIJDSCRIPFTEN			
NEN 3308 1967 UITVOERING VAN TIJDSCRIPFTEN			
ONTW. 3522 1982 DOCUMENTATIE. INTERNATIONAAL STANDAARDNUMMER VOOR SERIELE PUBLIKATIES. ISSN			
<b>NE 1.2 TRANSLITERATION AND ROMANIZATION</b>			
<b>NE 1.3 TERMINOLOGY AND THESAURI</b>			
NEN 230 1984 LANDEN- EN VALUTACODES; NAMEN VAN LANDEN EN HUN BIJVOEGLIJKE NAAMWOORDEN, INWONERS, HOOFDSTEDEN EN VALUTA'S (NET CORRECTIEBLAD JULI 1984)			
NEN 5050 1986 GOED WORDGEBRUIK IN BEDRIJP EN TECHNIEK. WOORDENLIJST MET TAALKUNDIGE AANWIJZINGEN			
ONTW. 3188 1962 TERMINOLOGIE. BEGRIPSVORMING EN DEFINIERING			
NEN 5050 1986 GOED WORDGEBRUIK IN BEDRIJP EN TECHNIEK. WOORDENLIJST MET TAALKUNDIGE AANWIJZINGEN			
NEN-ISO 704 1988 BEGINSELEN EN METHODEN VAN DE TERMINOLOGIE (ISO 704-1987)			
NEN-ISO 2788 1977 DOCUMENTATIE. RICHTLIJNEN VOOR DE OPBOUW EN ONTWIKKELING VAN KENTALIGE THESAURI (ISO 2788-1974)			
<b>NE 1.4 ELECTRONIC PUBLISHING</b>			

INFORMATION AND DOCUMENTATION STANDARDS

NETHERLANDS

ME 2. STORAGE, PROCESSING AND RETRIEVAL

ME 2.1 MASS STORAGE

ME 2.2 CHARACTER SETS

ME 2.3 PROCESSING

INFORMATION AND DOCUMENTATION STANDARDS

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NR 3. DISSEMINATION AND COMMUNICATION

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NR 3.1 PAPER

NETHERLANDS

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NR 3.2 MICROFORM

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NR 3.3 ELECTRONIC

## INFORMATION AND DOCUMENTATION STANDARDS

PORTUGAL

## PO 1. ORGANISATION, PREPARATION AND PRODUCTION

## PO 1.1 PRESENTATION

NP 1	1988	PORTUGUESE STANDARDS. DESIGNATION AND NUMBERING
NP 2	1970	STANDARDS SHEET. PROPORTIONS AND DISPOSITION. FIRST PAGE
NP 3	1970	STANDARDS SHEET. DISPOSITION "SEQUENCE" PAGES
NP 4	1970	PAPER. APPLICATIONS OF SERIES A FORMAT (STD IN REVN & MENTD IN TECH REGN)
NP 5	1975	LETTER OR OFFICIAL LETTER. A4 FORMAT. FIRST PAGE (STD IN REVN ETC)
NP 6	1960	LETTER OR OFFICIAL LETTER. A4 FORMAT. "SEQUENCE" PAGES (STD IN REVN ETC)
NP 7	1981	ENVELOPES AND POUCHES. DESIGNATIONS AND FORMATS (STD IN REVN ETC)
NP 10	1971	CARDS AND CARD FILES. FORMATS (STD IN REVN)
NP 11	1974	WRITING PADS (STD IN REVN ETC)
NP 13	1969	ENVELOPES AND POUCHES. PRINTING & UTILIZATION (STD IN REVN ETC)
NP 14	1969	WINDOW ENVELOPES & POUCHES. PRINTING & UTILIZATION (STD IN REVN ETC)
NP 15	1960	POSTAL CARD WITH ADDRESS STRIP (STD IN REVN ETC)
NP 17	1970	PAPER FORMATS (STD IN REVN ETC)
NP 20	1960	ENVELOPE-LETTER. A4 FORMAT (STD IN REVN ETC)
NP 24	1973	CASES. ARCHIVAL FOLDERS (STANDARD IN REVN ETC)
NP 26	1969	PERIODICALS. A4 FMT. TYPESTNG PROPORTIONS. ILLUSTRNS WIDTH (STD MENTD IN TECH REGS)
NP 61	1987	DOCUMENTATION. TYPOGRAPHICAL PROOFREADING MARKS
NP 112	1967	PHOTOCOPIES. FORMATS
pNP 113	1985	DOCUMENTATION. PROGRESSIVE NUMBERING OF WRITTEN DOCUMENT SECTIONS (PROJECTED STD)
NP 138	1986	DOCUMENTATION. BIBLIOGRAPHICAL STRIP (STD MENTIONED IN TECH REGN)
NP 139	1964	PERIODICALS. ABBREVIATION OF TITLE WORDS (STD IN REVN)
NP 240	1968	SCHOOL NOTE-BOOKS. CLASSIFICATION, FEATURES, TOLERANCE & MARKING (STD IN REVN)
NP 262	1962	STANDARD SHEETS. PROPORTIONS AND DISPOSAL. ADDITIONAL SHEET.
NP 274	1963	CARDS FOR PORTUGUESE STANDARDS
NP 380	1966	PERIODICALS. PRESENTATION (STD IN REVN)
NP 405	1966	BIBLIOGRAPHICAL REFERENCES. ESSENTIAL ELEMENTS (STD IN REVN)
pNP 417	1987	DOCUMENTATION. PERIODICALS CONTENTS PAGES (PROJECTED STD)
NP 418	1988	ABSTRACTS & AUTHOR ABSTRACTS
NP 419	1966	PRESENTATION OF ARTICLES FOR PERIODICALS (STD IN REVN)
NP 586	1970	BIBLIOGRAPHIC CATALOGUE CARDS
NP 738	1986	DOCUMENTATION. TITLE PGS FOR NON-PERIODICAL DOCS
NP 739	1969	INDEXES FOR PUBLICATIONS (STD IN REVN)
NP 2022	1986	DOCUMENTATION. INTERNATIONAL STANDARD BOOK NUMBERING (ISBN)
NP 2023	1986	DOCUMENTATION. INTERNATIONAL STANDARD SERIAL NUMBERING (ISSN)

## PO 1.2 TRANSLITERATION AND ROMANIZATION

NP 47	1961	DOCUMENTATION. TRANSLITERATION OF SLAVIC & CYRILLIC CHARACTERS (STD IN REVN)
NP 884	1971	DOCUMENTATION. TRANSLITERATION OF HEBREW CHARACTERS (STD IN REVN)

## PO 1.3 TERMINOLOGY AND THESAURI

NP 817	1970	SYMBOLS FOR LANGUAGES, COUNTRIES AND AUTHORITIES
NP I-1067	1970	ARRANGEMENT OF SYMBOLS, NUMERALS & WORDS. GENERAL RULES (INQUEST STANDARD)

## PR 1.4 ELECTRONIC PUBLISHING

INFORMATION AND DOCUMENTATION STANDARDS

PORUCAL

PO 2. STORAGE, PROCESSING AND RETRIEVAL

PO 2.1 MASS STORAGE

PO 2.2 CHARACTER SETS

prNP 2981 INFORMATION PROCESSING. 7-BIT CODED CHARACTER SET FOR INFO TRANSFER (PROJECTED STD)

PO 2.3 PROCESSING

INFORMATION AND DOCUMENTATION STANDARDS  
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PO 3. DISSEMINATION AND COMMUNICATION  
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PO 3.1 PAPER  
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NP 712 1986 PUBLISHING STATISTICS

PORUGAL

PO 3.2 MICROFORM  
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PO 3.3 ELECTRONIC  
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## INFORMATION AND DOCUMENTATION STANDARDS

SPAIN

## SP 1. ORGANISATION, PREPARATION AND PRODUCTION

## SP 1.1 PRESENTATION

UNE 1 006 50	REVISTA FORMATO A4 (210x297). DIMENSIONES DE LA COMPOSICION. ANCHO DE LOS CLICHOS
UNE 1 007 56 IR	REVISTAS. LINEA DE REFERENCIAS EN LA PRIMERA PLANA DE CUBIERTA (MEMBRETE BIBLIOGRAFICO)
UNE 1 008 77 IR	DOCUMENTACION. CODIGO INTERNATIONAL PARA LA ABREVIATURA DE LOS TITULOS DE LAS PUBLICATIONES PERIODICAS
UNE 1 071 56	PRESENTACION DE LOS ARTICULOS DE PUBLICACIONES PERIODICAS
UNE 1 072 82	PRESENTACION DE LOS VOCABULARIOS SISTEMATICOS MULTILINGUES
PME 50 102	BANDA DE IDENTIFICATION BIBLIOGRAFICA
PME 50 103	PREPARACION DE RESUMENES
PME 50 104	REFERENCIAS BIBLIOGRAFICA. ELEMENTOS ESENCIALES Y SECUNDARIOS
PME 50 105	REFERENCIAS BIBLIOGRAFICA. ABREVIATURAS DE PALABRAS TIPICAS
PME 50 110	SUMARIO DE LAS PUBLICACIONES PERIODICAS Y OTROS DOCUMENTOS
PME 50 112	DOCUMENTATION. PAGINAS DE RESUMENES EN LAS PUBLICACIONES PERIODICAS

## SP 1.2 TRANSLITERATION AND ROMANIZATION

## SP 1.3 TERMINOLOGY AND THESAURI

UNE 1 069 83	GUIA PARA LA ELABORACION DE VOCABULARIOS SISTEMATICOS (EJEMPLO DE METODO)
UNE 1 070 79	VOCABULARIO DE LA TERMINOLOGIA
UNE 1 074 56	ORDEN DE MATERIAS EN PUBLICACIONES
UNE 50 001 87	CLASIFICATION DECIMAL UNIVERSAL. EDICION ABREVIADA ESPANOLA (PUBL. F.I.D 648), 4A ED.
UNE 50 002 --	CLASIFICATION DECIMAL UNIVERSAL. TABLAS COMPLETAS. EDICION EN ESPANOL (PUBL. F.I.O 243)
PME 50 106	DIRECTRICES PARA EL ESTABLECIMIENTO Y DESARROLLO DE TESAUROS MONOLINGUES
PME 50 115	DOCUMENTATION Y INFORMATION. VOCABULARIO. CONCEPTOS
PME 50 116	DOCUMENTATION Y INFORMATION. VOCABULARIO. DOCUMENTOS TRADICIONALES
PME 50 121	DOCUMENTACION. METODOS PARA EL ANALISIS DE DOCUMENTOS, DETERMINACION DE SU CONTENIDO Y SELECCION DE LOS TERMINOS DE INDIZACION

## SP 1.4 ELECTRONIC PUBLISHING

**INFORMATION AND DOCUMENTATION STANDARDS****SPAIN****SP 2. STORAGE, PROCESSING AND RETRIEVAL****SP 2.1 MASS STORAGE**

UNE 1 087 79        SISTEMA INTERNATIONAL PARA LA NUMERACION DE LOS LIBROS (ISBN)  
UNE 1 088 76        HOJAS DE TITULO DE UN LIBRO  
PME 50 120           TITULOS EN LOS LOMOS DE LOS LIBROS Y OTRAS PUBLICACIONES

**SP 2.2 CHARACTER SETS**

UNE 1 091 77        SIMBOLOS UTILIZADOS PARA IDIOMAS, PAISES Y AUTORIDADES  
UNE 1 127 84        REPRODUCCION DE DOCUMENTOS. CARACTER TIPOGRAFICO CONVENCIONAL PARA ENSAYOS DE  
LEGIBILIDAD. (CARACTER ISO)

**NE 2.3 PROCESSING**

INFORMATION AND DOCUMENTATION STANDARDS  
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SP 3. DISSEMINATION AND COMMUNICATION  
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SP 3.1 PAPER  
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SPAIN

SP 3.2 MICROFORM  
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UNE 1 125 84 MICROCOPIA. MIRA ISO NUMERO 1. DESCRIPCION Y UTILIZACION EN LA REPRODUCCION FOTOGRAFICA  
DE DOCUMENTOS  
UNE 1 126 84 MICROCOPIA. MIRA ISO NUMERO 2. DESCRIPCION Y UTILIZACION EN LA REPRODUCCION FOTOGRAFICA  
DE DOCUMENTOS  
PNE 50 109 MICROGRAFIA. VOCABULARIO SECCION 01: TERMINOS GENERALES

SP 3.3 ELECTRONIC  
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PNE 50 114 DOCUMENTACION. FORMATO PARA EL INTERCAMBIO DE INFORMACION BIBLIOGRAFICA SOBRE CINTA  
MAGNETICA

**INFORMATION AND DOCUMENTATION STANDARDS****TURKEY**

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**TU 1. ORGANISATION, PREPARATION AND PRODUCTION**  
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**TU 1.1 PRESENTATION**  
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TS 191	RULES FOR THE ABBREVIATION OF TITLE WORDS AND TITLES OF PUBLICATIONS
TS 192	PRESENTATION OF PERIODICALS
TS 193	CONTENT LIST OF PERIODICALS
TS 194	BIBLIOGRAPHICAL STRIP
TS 195	BIBLIOGRAPHIC REFERENCES CONTENT, FORM AND STRUCTURE
TS 196	DOCUMENTATION: ABSTRACTS FOR PUBLICATIONS AND DOCUMENTATION
TS 197	PRESENTATION OF PERIODICAL ARTICLES?
TS 1059	INDEX OF A PUBLICATION
TS 1060	TITLE-LEAVES OF A BOOK
TS 1212	NUMBERING OF DIVISIONS AND SUBDIVISIONS IN WRITTEN DOCUMENTS
TS 1297	ABBREVIATION OF GENERIC NAMES IN TITLES OF PERIODICALS
TS 2143	INTERNATIONAL STANDARD BOOK NUMBERING
TS 2704	DOCUMENTATION: INTERNATIONAL STANDARD SERIAL NUMBERING (ISSN)
TS 2781	DOCUMENTATION: BIBLIOGRAPHICAL REFERENCES: ESSENTIAL AND SUPPLEMENTARY ELEMENTS
TS 3250	DOCUMENTATION: BIBLIOGRAPHICAL REFERENCES: ABBREVIATIONS ON TYPICAL WORDS

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**TU 1.2 TRANSLITERATION AND ROMANIZATION**  
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**TU 1.3 TERMINOLOGY & THESAURI**  
-----  
**TS 1198 VOCABULARY OF TERMINOLOGY**  
**TS 1372 NAMING PRINCIPLES**

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**TU 1.4 ELECTRONIC PUBLISHING**  
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## INFORMATION AND DOCUMENTATION STANDARDS

TURKEY

TU 2. STORAGE, PROCESSING AND RETRIEVAL

TU 2.1 MASS STORAGE

TS 1213 DIRECTORIES OF LIBRARIES, INFORMATION AND DOCUMENTATION CENTRES  
TS 2144 INTERNATIONAL LIBRARY STATISTICS

TU 2.2 CHARACTER SETS

TU 2.3 PROCESSING

INFORMATION AND DOCUMENTATION STANDARDS  
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TU 3. DISSEMINATION AND COMMUNICATION  
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TU 3.1 PAPER  
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TURKEY

TU 3.2 MICROFORM  
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TU 3.3 ELECTRONIC  
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TS 2733

DOCUMENTATION: FORMAT FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE ON MAGNETIC TAPE

## INFORMATION AND DOCUMENTATION STANDARDS

UNITED KINGDOM

## UK 1. ORGANISATION, PREPARATION AND PRODUCTION

## UK 1.1 PRESENTATION

BS 1629	1976	RECOMMENDATIONS, BIBLIOGRAPHICAL REFERENCES
BS 2509	1970(1983)	SPECIFICATION FOR PRESENTATION OF SERIAL PUBNS, INCLUDING PERIODICALS
BS 3700	1976(1983)	RECMNDTN. THE PREPN OF INDEXES TO BOOKS, PERIODICALS ETC
BS 4000	1983	SPECIFICATION OF SIZE OF PAPER AND BOARD
BS 4811	1972(1986)	SPECIFICATION FOR THE PRESENTN OF R&D REPORTS
BS 5605	1978	RECMNDTN FOR CITING PUBNS BY BIBLIOGRAPHICAL REFERENCES
BS 6371	1983	RECMNDTN FOR CITATION OF UNPUBLISHED DOCUMENTS
BS 6529	1984	RECMNDTN FOR EXAMINING DOCS, DETERMINING SUBJECTS & SELECTING INDEX TERMS
BS 6627	1985	RECMNDTN FOR PRESENTN OF HEADERS FOR MICROPICHE OF MONOGRAPHICS & SERIALS
BS 6738	1986	RECMNDTN FOR PRESENTATION OF SPINE TITLES

## UK 1.2 TRANSLITERATION AND ROMANIZATION

BS 2979	1958(1983)	TRANSLITERATION OF CYRILLIC AND GREEK CHARACTERS
BS 4280	1968(1983)	TRANSLITERATION OF ARABIC CHARACTERS
BS 4812	1972(1976)	SPECIFICATION FOR THE ROMANIZATION OF JAPANESE
PD 6483	1978	GUIDE TO THE ROMANIZATION OF CHINESE
PD 6505	1982	GUIDE TO THE ROMANIZATION OF KOREAN

## UK 1.3 TERMINOLOGY AND THESAURUS

BS 4148	1985	SPECIFICATION FOR ABBREVNS OF TITLE WORDS & TITLES OF PUBLICATIONS
BS 5408	1976	GLOSSARY OF DOCUMENTATION TERMS
BS 5723	1987	GUIDE TO ESTABLISHMENT & DEVELOPMENT OF MONOLINGUAL THESAURUS

## UK 1.4 ELECTRONIC PUBLISHING

## INFORMATION AND DOCUMENTATION STANDARDS

UNITED KINGDOM

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 UK 2. STORAGE, PROCESSING AND RETRIEVAL  
 -----  
 UK 2.1 MASS STORAGE  
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## UK 2.2 CHARACTER SETS

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 BS 6474 PT1 1984 SPEC FN FOR EXTENSION OF LATIN ALPHABET CODED CHARACTER SET  
 BS 6474 PT2 1985 SPEC FN OF GREEK ALPHABET CODED CHARACTER SET  
 BS 6474 PT3 1984 SPEC FN FOR AFRICAN CODED CHARACTER SET  
 BS 6474 PT4 1986 SPEC FN FOR EXTENSION OF THE CYRILLIC ALPHABET CODED CHARACTER SET  
 BS 6541 1985 SPEC FOR CHECK CHAR SYST FOR USE IN INFO INTCHGE & GDNC ON CHOICE  
 BS 6692 PT1 1986 CODED CHARACTER SETS FOR TEXT COMMUNICATION  
 BS 6692 PT2 1986 SPEC FOR LATIN ALPHABETIC CHARACS & NON-ALPHABETIC GRAPHIC CHARACS  
 BS 6727 1987 SPEC FOR REPNSNTN OF NUMERICAL VALUES IN CHARAC STRINGS FOR INFO XCHGE

## UK 2.3 INFORMATION PROCESSING

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 BS 4505 DIGITAL DATA TRANSMISSION PARTS 1,2,3,4,6,7  
 BS 4730 SPECIFICATION OF UK 7-BIT CODED CHARACTER SET  
 BS 4732 SPEC FOR MAG TAPE LABELLING & FILE STRUCT FOR DATA INTCHGE PT 2 1979  
 BS 4748 1982 SPEC FN FOR FORMAT FOR BIBLIOGRAPHIC INFO EXCHANGE ON MAGNETIC TAPE  
 BS 5079 SPEC FN FOR DATA ELEMENTS FOR THE GENERATION & EXCHANGE OF SERIAL RECORDS  
 BS 5332 1982 HIGH LEVEL DATA LINK CONTROL (HDLC) PROCEDURES (PTS 1,2,5,6,7,8)  
 BS 5397 OPTICAL CHARACTER RECOGNITION (PTS 1,2,3)  
 BS 5464 CODE OF PRACTICE FOR DOCUMENTATION OF COMPUTER-BASED SYSTEMS  
 BS 5515 INTCHGABLE MAG TWELVE-DISK PACK FOR INFO PROCESSING (PTS 1,2)  
 BS 5769 SPEC FOR MAG TAPE CASS & CTDGE LBLG & FILE STRUCT FOR INFO XCHGE (PT1)  
 BS 6006 SPEC FOR STRUC & RULES FOR IMPLMNTE OF UK 8-BIT CODED CHAR SET  
 BS 6429 METH FOR CVRSN BTWN ISO 7-BIT CODED CHAR SET & CCITT INTNL TELEGRAPHY  
 BS 6541 SPEC FOR CHECK CHAC SYSTEM FOR USE IN INFO INTERCHANGE  
 BS 6542 SPEC FOR FILE STRUCT & LBLG OF FLEX DISK CARTRIDGES FOR INFO INTCHGE  
 BS 6568 DESCRIPTION OF BASIC REFERENCE MODEL FOR OPEN SYSTEMS INTERCONNECTION  
 BS 6616 SPEC FOR PAPER AND PRINT FOR OPTICAL CHARACTER RECOGNITION (OCR)  
 BS 6638 GUIDE TO TRNSMSN SIGNAL QUL AT DTE/DCE INTERFACES PT1: START STOP SIG QTY  
 BS 6640 GUIDE TO ARRANGEMENTS FOR DTE TO DTE PHYSICAL CONNECTION (PTS 1,2)  
 BS 6690 SPEC FOR A DATA DESCRIPTIVE FILE FOR INFORMATION INTERCHANGE  
 BS 6692 CODED CHARACTER SET FOR TEXT COMMUNICATION: PARTS 1,2  
 BS 6727 SPEC FOR REPNS OF NUMERICAL VALUES IN CHAR STRINGS FOR INFO INTCHGE  
 BS 6856 SPEC FOR CODE EXTN TECHNIQUES FOR UK 7-BIT & 8-BIT CODED CHAR SETS

INFORMATION AND DOCUMENTATION STANDARDS  
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UK 3. DISSEMINATION AND COMMUNICATION  
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UK 3.1 PAPER  
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UNITED KINGDOM

UK 3.2 MICROFORM  
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UK 3.3 ELECTRONIC  
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**INFORMATION AND DOCUMENTATION STANDARDS** UNITED STATES

**US 1. ORGANISATION, PREPARATION AND PRODUCTION**

**US 1.1 PRESENTATION**

NISO Z 36.10 1979	PREPARATION OF SCIENTIFIC PAPERS FOR WRITTEN OR ORAL PRESENTATION
NISO Z 39. 1983	STANDARD TECHNICAL REPORT NUMBER (STRN), FORMAT & CREATION
NISO Z 39.1 1977	PERIODICALS: FORMAT & ARRANGEMENT
NISO Z 39.4 1984	BASIC CRITERIA FOR INDEXES
NISO Z 39.5 1984	ABBREVIATION OF TITLES OF PERIODICALS
NISO Z 39.7 1983	COMPILING BOOK PUBLISHING STATISTICS/LIBRARY STISTIC
NISO Z 39.14 1979	WRITING ABSTRACTS
NISO Z 39.15 1980	TITLE LEAVES OF A BOOK
NISO Z 39.18 1974	GUIDELINES FOR FORMAT AND PRODUCTION OF SCIENTIFIC AND TECHNICAL REPORTS
NISO Z 39.18 1987	SCIENTIFIC AND TECHNICAL REPORTS: ORGANISATION, PREPARATION & PRODUCTION
NISO Z 39.24 1976	STRUCTRS FOR REPRINT OF NAMES CTRIES, DPNDNCIES & AREAS OF SPEC SVGNTY FOR INFO INTCHGE
ISO 216 1975	WRITING PAPER AND CERTAIN CLASSES OF PRINTED MATTER TRIMMED SIZES
ANSI X3.38 1977	(R1977) IDENTIFICATION OF STATES OF THE UNITED STATES

**US 1.2 TRANSLITERATION AND ROMANIZATION**

ANSI Z 39.24 1976	SYSTEM FOR THE ROMANIZATION OF SLAVIC CYRILLIC CHARACTERS
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**US 1.3 TERMINOLOGY AND THESAURI**

NISO Z 39.19 1980	GUIDELINES FOR THESAURUS STRUCTURES, CONSTRUCTION & USE
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**US 1.4 ELECTRONIC PUBLISHING**

ANSI X3.30 1971	REPRESENTATION FOR CALENDAR DATE AND ORDINAL DATE
ANSI X3.42 1975	REPRESENTATION OF NUMERIC VALUES IN CHARACTER STRING
ANSI X3.43 1977	REPRESENTATION OF LOCAL TIME OF DAY
ANSI X3.61 1978	REPRESENTATION OF GEOGRAPHIC POINT LOCATIONS
ANSI X3.122	COMPUTER GRAPHICS METAFILE (CGM)
ANSI Y14.26	DIGITAL REPRESENTATION FOR COMMUNICATION OF PRODUCT DEFINITION DATA
ISO 216 1975	SYMBOLS FOR LANGUAGES, COUNTRIES AND AUTHORITIES
ISO DS 606	SGML DOCUMENT INTERCHANGE FORMAT (SDIF)
ISO/DIS 8879	STANDARD GENERALIZED MARKUP LANGUAGE (SGML)
ISO DS 8613	DOCUMENT STRUCTURES

INFORMATION AND DOCUMENTATION STANDARDS		UNITED STATES
<hr/> US 2.1 MASS STORAGE <hr/>		
US 2.1.1 MASS STORAGE		
ANSI X3.22	1973	RECORDED MAGNETIC TAPE (800 CPI, NRZI)
ANSI X3.27	1978	MAGNETIC TAPE LABELS AND FILE STRUCTURE
ANSI X3.39	1973	RECORDED MAGNETIC TAPE (1600 CPI, PI)
ANSI X3.54	1976	RECORDED MAGNETIC TAPE (6250 CPI, GROUP CODED RECORDING
ANSI X3.84	1981	UNFORMATTED TWELVE-DISK PACK (200 MEGABYTES) GENERAL
ANSI X3.112	1984	14-INCH (356MM) DIAMETER AND LOW SURFACE FRICTION MAGNETIC
EIA R5-352-68		ONE HALF-INCH (12.7MM) MAGNETIC TAPE REEL FOR COMPUTER USE
PIPS PUB 50		RECORDED MAG TAPE FOR INFO INTERCHANGE (6250 CPI, GROUP-CODED RECORDING)(ANSI X3.54)
Z39.10	1971	(R1977) DIRECTORIES OF LIBRARIES INFORMATION CENTERS
<hr/> US 2.2 CHARACTER SETS <hr/>		
ANSI X3.4	1977	AMERICAN STANDARD CODE FOR INFORMATION EXCHANGE (ASCII)
ANSI X3.32	1978	GRAPHIC REPRESENTATION OF THE CONTROL CHARACTERS OF ASCII
ISO 239.47	1985	EXTENDED LATIN ALPHABET CODED CHARACTER SET FOR BIBLIOGRAPHIC USE
ISO 5428	1980	GREEK ALPHABET CODED CHARACTER SET FOR BIBLIOGRAPHIC INFORMATION INTERCHANGE
<hr/> US 2.3 PROCESSING <hr/>		

## INFORMATION AND DOCUMENTATION STANDARDS

UNITED STATES

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 US 3. DISSEMINATION AND COMMUNICATION  
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 US 3.1 PAPER  
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## US 3.2 MICROFORM

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 NISO 239.32 1981

INFORMATION ON MICROFICHE HEADINGS

## US 3.3 ELECTRONIC

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 ANSI X3.1 1976  
 ANSI X3.15 1976  
 ANSI X3.16 1978  
 ANSI X3.24 1968  
 ANSI X3.25 1976  
 ANSI X4.23 1982  
 EIA RS-232-C-69  
 EIA RS-269-B-76  
 EIA RS-334-A-81  
 EIA-TEPAC 092 1975  
 EIA-TEPAC 103-A 1981  
 NISO 239.2 1979  
 NISO 239.50 198X

SYNCHROMOUS SIGNALLING RATES FOR DATA TRANSMISSION  
 BIT SEQUENCING OF ASCII IN SERIAL-BY-BIT DATA TRANSMISSION  
 CHARAC STRUCTURE & CHARAC PARITY SENSE FOR SERIAL-BY-BIT DATA COMMN IN ASCII  
 SIGNAL QLTY AT INTFACE BTWN DATA PROC TERMNL EQUIP & SYNCHRNS DATA COMM EQUIP FOR  
 SERI DATA TRNSMSN  
 CHARAC STRUCTURE & CHARAC PARITY SENSE FOR PARALLEL-BY-BIT DATA COMMN IN ASCII  
 OFFICE MACHINES & SUPPLIES - ALPHA-NUMERIC MACHINES - KEYBOARD ARRANGMT  
 INTFACE BWN DATA TERMINAL EQUIP & DATA COMM EQUIP EMPLOYING SRL BINARY DATA INTCHNGE  
 SYNCHRONOUS SIGNALLING RATES FOR DATA TRANSMISSION  
 SIG QLTY AT INTFACE BWN DATA PROC TERMNL EQUIP & SYNCHRNS DATA COMM CIRC TERMNTG  
 EQUIP ETC  
 CATHODE RAY TUBES, GLOSSARY OF TERMS & PRACTICES  
 RCMDND PRACTCE MSMT X-RADN FR RASTER-SCANNED DRCT-VIEW DATA DPLAY CR TUBES  
 BIBLIOGRAPHIC INFORMATION INTERCHANGE  
 IS IN DRAFT AND HAS BEEN BALLOTTED BY NISO VOTING MEMBERS

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